

~~CONFIDENTIAL~~

19 June 1957

MEMORANDUM FOR THE RECORD

SUBJECT: Revision of the Intelligence Subject Code

I. Enclosed is an ISC 600 section with annotations which could be used as a guide for a general revision.

25X1A

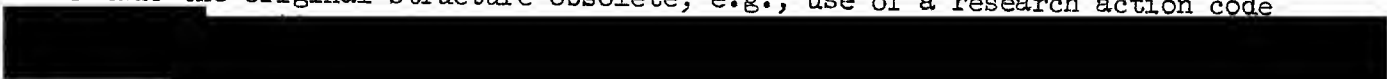


5X1A

II. This suggested revision does not require a major overhaul in the ISC and it would undoubtedly make the ISC easier to use. I feel, however, that a more drastic revision is needed to make the ISC more logical and more efficient in the retrieval process. The structure of the ISC is cumbersome and difficult to understand unless one knows the innumerable interpretations placed on the various sections and individual codes by CIA. (A major portion of the four-week training period for new document analysts is devoted to familiarizing them with these interpretations.) The CIA interpretations are often arbitrary and difficult to understand.

III. The ISC has kept the same basic structure since its inception in 1947. Later machine techniques, particularly the adoption of the prefix action code have made the original structure obsolete, e.g., use of a research action code

25X1A



IV. It is suggested that the present time, when CIA is considering switching from IBM to Minicard, is the opportune time to recast and revise the ISC. The adoption of a revised ISC if or when the switch is made will have no affect on the material indexed under the old IBM system. If we continue to use the present ISC for Minicard, later revision will be almost as difficult as it is at present with IBM, e.g., conversion, etc.

25X1A

-2-

V. The following suggested outline for revision would rid the ISC of much ambiguity and duplication:

25X1A



4. In addition to the structural changes recommended above, explanatory annotations and cross references should be added and remaining duplications should be resolved.

5. I believe this arrangement is superior to putting all commodities and weapons together in one section as has been suggested and using separate action codes for Army, Navy, and Air to indicate use by those services. In most cases the type of weapon indicates the service it is used by, e.g., tanks are always under Army jurisdiction. Also, unless a system can be worked out whereby multiple action codes can be used with one subject code it would be impossible to show research or production and Army applicability at the same time.

MARINE
20X1A

6. It is feasible for CIA to keep within the present six digit breakdown limitation but still allow the military services to use breakdowns beyond six digits as long as they retain the original six. This procedure could be worked out so that it would have no effect on the transferability of Minicards among the IAC.

-3-

VI. This suggested revision if feasible, could be accomplished by the several senior analysts in the Analysis Branch, under the leadership of the Training Officer, or by an AHIP Subcommittee. As a full time project it could probably be finished in two or three months (assuming several people are assigned to the project.)



25X1A

Chief, CIA Section
Analysis Branch